



UK SUSTAINABLE
FLOORING
ALLIANCE

AGM Minutes

Venue: Voco St John's Hotel, Solihull

Attendees:

Ranae Anderson	Universal Fibres	Mike Dobson	UKSFA	Tony Spreckley	Envirocycle London
James Bagdadi	Tarkett	John Gibbs	Highdown Carpets	Cristina Stefani	Aquafil
Robert Barker	UKSFA	Simon Goff	Floor Story	Keith Swain	MJs Event Services
Mark Bauer	Forbo	Peter Goudeseune	Aquafil	Linda Thomas	SMG National Furnishing Group
Jennifer Bishopp	MJs Event Services	Charles Gronau	Westex	Mark Townend	Ball & Young
Kate Burnett	Milliken	Matthew Hall	Balsan	Peter Van Verseveld	Waste to Energy b.v.
Richard Catt	CFA	Jodie Hatton	Brintons	Troy Virgo	Shaw Industries
Cathie Clarke	UKSFA	Inga Morris-Blincoe	Headlam	Louise Walters	Designer Contracts
Alastair Cox	ESTC	Sheryle Primett	UKSFA	Simon Westley	Designer Contracts
Mike de Lange	Condor	Chris Richardson-King	EGE	Charlotte Whittaker	Cormar
Stefan Diderich	ESTC	Darlene Sammut	Matoha	Adnan Zeb-Khan	UKSFA

Date: Thu 2nd Jul 2026

Time: 13:00pm-13:30pm

1.0 Apologies & Competition Law

Apologies received from Ross Dight-Tarkett, Andy Hall-Anglo Recycling, Donna Howard-Shaw Contracts, Adrian Laffey-Likewise, Andy Law-Flooring Matters SW, Ian Sykes-Gradus, Michael Turner-Westex, Jeroom Vanlindt-Unilin

Attendees were reminded of their obligations under competition law.

2. Welcome from the Chair

Robert welcomed attendees and highlighted the importance of holding a formal AGM. He noted that, excluding the previous year's meeting, this was the first formal AGM held in approximately 15 years, making it an important milestone for the Alliance.

3. Approval of Previous AGM Minutes

The minutes of the previous AGM were presented for approval.

Proposed by: Louise

Seconded by: Linda

Resolution: Approved.

4. Annual Report

Robert invited questions on Andy's report.

No questions were raised by members.

Proposed by: Kate

Seconded by: Mark

Resolution: Approved.

5. Financial Report

Cathie Clarke presented the financial report and explained that:

- Membership subscriptions continue to provide a healthy financial position.
- UKSFA maintains a good level of reserves.
- The organisation is currently investing more heavily than ever before in strategic activities and projects to support its objectives.
- Increased industry interest and director involvement are creating new opportunities for growth.
- Careful cash flow management remains a priority.
- UKSFA operates as a lean organisation and therefore needs to maintain an appropriate level of reserves.
- A number of proposed projects have been considered by the Board, with some deferred to ensure resources remain focused on priority initiatives.

Proposed by: Chris

Seconded by: Inga

Resolution: Approved.

6. Ratification of Directors

Cathie thanked members for their support and highlighted the diversity and strength of the Board, including representation from across the flooring supply chain.

The following directors were recognised: **add all names from CC's Powerpoint Presentation, the one with photos of each board member.**

Members were reminded that an online vote had taken place prior to the AGM, with 23 members participating.

The outcome of the online vote was unanimous.

The three members who had not voted online cast their votes during the meeting.

Resolution: All director appointments were approved and formally ratified.

Cathie welcomed the opportunity to continue working with the Board over the coming year.

7. Future Board Composition

It was noted that:

- The Board currently consists of 11 Directors.
- One Board vacancy remains available.
- Future planning should allow for a Board structure of 12 Directors, plus the additional available position.

8. Any Other Business

Robert invited any other business from members.

No additional items were raised.

9. Closing Remarks

Cathie thanked all attendees for their participation and support and encouraged members to continue networking throughout the event.

The meeting closed at 13:30.

Future Meeting Details

10 – 12pm, 9th June 2026 - Online

Summary of Actions

#	Action	Assigned to	Target date	Date Complete
1				

Sign by:

Date:

Name: Cathie Clarke

Position: CEO